



FROM	NAME & TITLE	ERIC W. TISO, SITE PLAN REVIEW COMMITTEE CHAIR
	AGENCY NAME & ADDRESS	LAND USE AND URBAN DESIGN DIVISION DEPARTMENT OF PLANNING 417 EAST FAYETTE STREET, 8 TH FLOOR
	SUBJECT	SITE PLAN REVIEW COMMITTEE MINUTES FOR SEPTEMBER 22, 2010

CITY of
BALTIMORE
MEMO



TO Chief John Carr, Fire Department
Mr. Stanford Leach, Parking Authority
Mr. Kirkland Gabriel, DOT TEC
Ms. Valorie LaCour, DOT Planning
Mr. John Thumbi, DOT Traffic
Mr. Bill Beatty, Department of General Services
Dr. Nollie P. Wood Jr., Mayor's Office
Ms. Miriam Agrama, DHCD Plans Examining
Mr. Geoff Veale, Zoning Administrator
Mr. David Tanner, BMZA

DATE:

October 4, 2010

In attendance were:

- Eric Tiso, Gary Letteron, and Martin French for the Department of Planning;
- Chief John Carr for the Fire Department;
- John Igwe and Milan Rai for HCD Plans Examining;
- Kirkland Gabriel, John Thumbi, Valorie LaCour, and Scott Adams for the Department of Transportation;
- Stanford Leach for the Parking Authority; and
- Dr. Nollie Wood, Jr. for the Mayor's Commission on Disabilities.

Agenda

1. Mount Vernon Place – Renovation

Mount Vernon Place – Renovation

Zoning: R-10 / O-R-3

Plans Date: August 6, 2009

Block/Lot: 0535/001

Urban Renewal: Mount Vernon URP

Environmental: None

Historic: Mount Vernon Local District, Nat'l Register District, Landmark

Total Site Area: N/A

Gross Square Footage: N/A

In addition to Committee Members and Planning staff, in attendance was:

- Lance Humphries, Mt. Vernon Place Conservancy

Project Summary:

This is a project that will renovate Mt. Vernon Place to restore some of its historic context and manage this area for the future, improve pedestrian access, realign vehicle travel lanes, and improve curbside parking.

Comments & Issues:

- Environmental/Landscaping:
 - Recreation and Parks will lead the landscaping plan for Mt. Vernon Place. Almost all trees will be removed and replanted with improved beds.
 - The team does not have access to a comprehensive topographic and utility map for this entire project area. Ensure that there are other options for landscaping (a back-up plan) in the event that an investigative survey shows that something below-grade that prevents the proposed extensive tree bed preparations. The project engineers should schedule an in-person meeting with the conduits, utilities, and water and sewer staff at DPW if they have not yet done so. There will likely be a need to rely on institutional knowledge; simply requesting CAD drawings or digital plans will not likely be sufficient to avoid surprises.
- Parking/Traffic:
 - Perimeter sidewalks are added to each square to aid access to parked vehicles on the streets.
 - Part of the restoration will be a return to historic paving materials in the square, most likely brick, which will continue into the adjacent intersections.
 - The cobblestones will be extended from the center into a square shape, with the intent to encourage pedestrians to stay out of the intersection. Ensure that sight-lines will not be compromised by relocating pedestrian paths. The committee was concerned that a vehicle will be farther into a turn before the driver is able to see a pedestrian.
 - Mid-block crossings are to be removed and any ramps will be restored to standard curbing.
 - Consider if/how the Charles Street trolley will impact this project. Are there any stops proposed within the project area? Enhanced bus stops?
- Accessibility:

- Include an ADA access plan showing accessible paths highlighted in yellow, and mark paths that exceed the required slopes, but that are level in blue.
- Ensure detectable surface treatments are in place at each sidewalk ramp. There are brick paver options that may better match the historic context than the typical bright yellow pad.
- Where cobblestones are proposed, consider a flatter surface if possible. The cobbles can create excessive jarring vibration to persons with certain disabilities. Also be sure to look for recently approved pathway standards
- The eastern square is too steep to be fully accessible, but is partially accessible. Overall, this is an improvement over the existing condition.
- If benches are to be provided, please ensure that they are on an accessible surface so that people in wheelchairs can sit beside companions on the bench.
- If there are long sidewalks that are accessible that may lead to a “dead-end” consider marking those paths with a small sign. The goal is to avoid someone traveling all the way up the sidewalk under the impression that it will take them where they want to go, only to find they have to back-track and try another path.
- CHAP Review:
 - The CHAP Commission has had a preliminary review of this project. Follow-on review is scheduled for October 12, 2010.
- Plan Adjustments/Missing Site Plan Elements:
 - Please review the Site Plan Review Committee Guidelines and revise plans to match the submittal requirements, and include the appropriate items in the general notes section.
 - Show all sidewalk curb cuts, ramps, and crosswalks. Ramps will be oriented directly across the street, not pointed into the centers of intersections.
 - Show existing bus stops and proposed stops, if any.

Next Steps:

- Submit two complete paper sets of revised plans and one set in .pdf format for follow-on review.

NOTE:

- **Approvals of site plans are contingent upon the applicant fulfilling all the site plan requirements, Subdivision Rules and Regulations, Zoning Code requirements, Forest Conservation requirements, Critical Area and related environmental controls, Traffic Impact Study requirements, and addressing all comments provided by the Site Plan Review Committee during and after the plan review process.**
- **All approved final site plans must be stamped.**